

**FIRST 5 PLACER  
CHILDREN'S & FAMILIES COMMISSION (CFC)**

**Meeting Minutes, October 13, 2005**

Attendees – Commissioners & Staff:

**Tamara Lieberman**, Chair-Commissioner, Community Based Organization  
**Elaine Rowen, Ph.D.**, Commissioner, Early Education  
**Dr. Sandra Naylor-Goodwin**, Vice Chair-Commissioner, Children's Behavioral Health  
**Catherine Goins**, Commissioner, Childhood Development  
**Jim Holmes**, Commissioner, Board of Supervisors, District #3  
**Don Ferretti**, CFC Director  
**Mike Romero**, CFC/HHS Staff Support/Epidemiology  
**Nancy Baggett**, CFC/HHS Staff Support/Administration  
**Cathy Capps**, CFC/HHS Staff Support

Commissioners & Staff Not in Attendance:

**Dr. Richard Burton**, Commissioner, Placer County Health Officer  
**Mindy Danovaro**, Commissioner, Local Medical & Pediatric Services  
**Bob McDonald**, Commissioner, Early Intervention  
**Jo McCormack**, CFC/HHS County Counsel  
**Bobbie Reagan**, CFC/HHS Staff Support

Public Attendees:

**Francine Nunes**, PCOE, Child Care  
**Michele Fisch**, UCCE  
**Paula Anderson**, UCCE  
**Brian Wirtz**, County Counsel  
**Jan Lotze**, Placer County HHS  
**Brad Constantine**, Bartig, Basler & Ray  
**Al Millan**, Warmline  
**Leslie Warren**, Placer Nature Center

## **Call Meeting to Order**

Meeting called to order at 4:52 p.m.

### **I. Public Comment**

Persons may address the Commission on items not on this agenda. There were no comments from the public.

### **II. Approval of Minutes**

#### **Motion to approve the minutes from the July 14, 2005 meeting**

Rowen / Goins / Unanimous

### **III. Commission Action Items**

#### **a. Public Hearing – Annual Report and Audit**

Brad Constantine, from the accounting firm of Baltig, Basler & Ray, explained the Audit Report section by section. Jan Lotze, HHS, who had coordinated the audit, wrote the management discussion with help from Don and Nancy. The commissioners' questions were, for the most part, addressed to Mr. Constantine with Jan, Don and Nancy providing clarification as needed.

#### **Motion to approve the Annual Audit for Fiscal Year 2004/2005**

Naylor-Goodwin / Rowen / Unanimous

The Annual Program Report needs to be submitted to the state by October 15<sup>th</sup>. We were required to report on School Readiness and CARES and one or more other programs. The State doesn't approve or disapprove our report; it is for informational purposes only.

#### **Motion to approve the Annual Program Report for Fiscal Year 2004/2005**

Naylor-Goodwin / Holmes / Unanimous

#### **b. Placer Nature Center Application**

Don introduced Leslie Warren with the Placer Nature Center. It was noted that Placer Nature Center will have to submit a letter from its Board of Directors regarding their audit before funding is released. Several commissioners had questions on eligibility and the Center's expectation of numbers to be served. Ms. Warren reported that Head Start Pre-school would be a primary target.

#### **Motion to approve the CRC Recommendation**

Goins / Holmes / Unanimous

c. Commission Seat Candidates

Five applicants submitted paperwork and the CRC is recommending that three of the five applicants be scheduled for an interview. Don is to invite Leslye Janusz, Pamela Davis and Kimberly Haswell to the next Commission meeting. There was some discussion on how to evaluate if a candidate has enough time to serve on the Commission. Commissioner Naylor-Goodwin reminded the Commission that some of the busiest people are the ones who take on everything, i.e. *if you want a job done, give it to a busy person.*

**Motion to approve the CRC Recommendation**

Holmes / Goins / Unanimous

d. 2006 Commission Officers

The Executive/Finance Committee has recommended the following slate of Commission Officers for 2006:

- Sandra Naylor-Goodwin – Chairperson
- Catherine Goins – Vice-Chair

Commissioner Lieberman asked if there were any nominations from the Commission membership. There were none.

**Motion to close the nominations and accept the slate of officers listed above**

Holmes / Goins / Unanimous

e. Commission Annual Strategic Planning Meeting

Don reports that the Strategic Planning Meeting is scheduled for January 12 and 13. Heidi Kolbe will be facilitating the meeting and she has asked if one or two commissioners can help her plan the agenda for the meeting. The past and future Chairpersons, Commissioners Lieberman and Naylor-Goodwin, volunteered

**Motion to approve January 12 and 13 as the dates for the Commission's Annual Strategic Planning Meeting**

Holmes / Rowen / Unanimous

**IV. Information/Discussion Items**

**a. Outcome Faire Report**

Don reported that the Galleria has proven to be a very good venue. Lots of people passed by and visited the Partner displays. Al Millan (WarmLine) noted that there seemed to be more dads this year than last. Several commissioners attended the event; all agreed that it gave partners and commissioners an opportunity to meet one another and was a great venue for the public to learn about First 5 Partner resources.

**b. Pathways to Healthier Communities Conference Update**

November 4 – the date of the Conference - is rapidly approaching and registrations seem to be coming in very slowly. Don says the planning committee has done an outstanding job; everybody has high hopes that the conference will be well attended.

**c. Facilitator/Recorder Team Update**

Don reports that there are now 12 people on the team. Nancy passed around the Learning Conversation master schedule with a request that Commissioners and CRC members attend one or more Learning Conversations. Commissioner Lieberman suggested that Commissioners take the list with them and consult their calendars before responding to Nancy's request.

**d. Social Capital Sustainability Training Report**

Mike has prepared a handout that lists and groups the various comments received at the end of the Sustainability Training. He edited out the various comments regarding quality of food, room, etc. and focused on the training. The concept of sustainability is not new information. It's all about relationships and the establishment of patterns.

**e. Status of Preschool for All**

Don reports that a proposal that is being developed in collaboration with Catherine Goins will be presented at the November Commission meeting.

**V. Commissioner Reports**

- Commissioner Goins recently had an opportunity to visit the Riding High Program. She was very impressed and is looking forward to seeing what the outcomes are.
- Commissioner Lieberman will be attending a Pre-school for All presentation on the 17<sup>th</sup> and 18<sup>th</sup>. Francine Nunes will also be going.
- The State First Five Commission will meet on October 20. Commissioner Lieberman asks if anyone is planning to attend. She will attend.

**VII. Advisory Committee Reports:**

- **Child Care Local Planning Council** Francine Nunes  
Francine reports they received a positive response from State First Five on their CARES application. Their application was accepted but the letter didn't indicate how much money they will receive.

**VIII. Director's Report** - This was provided as part of the information items above.

**Meeting was adjourned at 6:12 p.m.**